

14. Reproductive Leave

The Foundation recognises the significant impact reproductive health issues can have on employees. This leave provision ensures employees receive proactive support in managing the impact of reproductive health issues.

An employee is entitled to up to ten days reproductive health leave on full pay per calendar year. A part-time employee receives reproductive health leave on a pro-rata basis.

Reproductive health leave does not accumulate from year to year and is not paid on cessation of employment. There is no requirement to exhaust other leave types before accessing reproductive health leave.

14.1. Leave Circumstances

Reproductive health leave may be taken by an employee:

*when chronic reproductive health conditions (such as, but not limited to, endometriosis, dysmenorrhea, adenomyosis, polycystic ovary syndrome, and menopause symptoms) require absence from the workplace;
to receive fertility treatment such as, but not limited to, in vitro fertilisation (IVF);
to attend preventative screening associated with reproductive health, including, but not limited to, breast and prostate screening; and
for treatment associated with reproductive health including, but not limited to, hysterectomy and vasectomy.*

14.2. Taking Reproductive Leave

*The employee must notify the employer of any absence as soon as practicable.
Applications and evidence:*

*the employee must submit a timely application for every absence where reproductive health leave is sought.
if requested, the employee is to provide sufficient evidence to satisfy a reasonable person to support an application for reproductive health leave of more than three consecutive working days.
any request for evidence is taken to be satisfied if the employee produces documentary evidence from a health practitioner that confirms any of the circumstances at clause 14.1 applies to the employee (e.g. 'a reproductive health condition', 'a chronic reproductive health condition' or 'a reproductive health circumstance/issue').
an employee accessing leave for chronic reproductive health conditions or*

fertility treatment cannot be requested to produce evidence for each absence of more than three consecutive working days if the circumstance has already been evidenced during the entitlement year in accordance with clause 14.1 as an ongoing circumstance or condition.

information received from an employee in connection with a reproductive health leave application is to be kept confidential and only to be disclosed to the extent necessary to facilitate access to the appropriate leave.

Reproductive health leave may be taken for a minimum period of one hour, unless otherwise approved.